



## **Marshall Fire Department Civil Service Entrance Examination Announcement**

The City of Marshall Fire Department is accepting registration forms to establish a list of eligible candidates to participate in a written civil service exam for the position of:

**Entry Level Fire Fighter**

**Saturday, February 24, 2024 – 9:00 AM**

**Central Fire Station  
601 S. Grove Street  
Marshall, Texas 75670**

**\*\*HIRING PREFERENCE MAY BE GIVEN TO CANDIDATES WHO CURRENTLY POSSESS A TDSHS EMT/PARAMEDIC CERTIFICATION\*\***

The eligibility list created as a result of this examination shall remain in existence not less than six (6) months but not more than twelve (12) months from the date of examination, unless otherwise exhausted, in accordance with Chapter 143.

### **Eligibility Requirements**

1. Be at least 18 years of age and have not yet reached the age of 36 by the date of the written exam.
2. Be a citizen of the United States of America.
3. Possess a high school diploma or GED.
4. Possess a valid driver license. Texas Class B driver license will be required after employment.

### **Preferred Professional Qualifications**

1. Texas Commission on Fire Protection Basic Fire Fighter certification or higher.
2. Texas Department of State Health Services EMT or Paramedic certification.

**Opening Date to Submit Registration Forms:**

January 8, 2024 – 8:00 AM

**Closing Date to Submit Registration Forms:**

February 21, 2024– 5:00 PM

**Starting Salary:** \$46,065.33 – 48,206.87 DOQ

**All individuals interested in taking the entrance exam must complete and return the registration form by Wednesday, February 7, 2024 at 5:00 o'clock PM. Candidates will not be allowed to take the Written Exam unless the registration form is completed and returned to the City of Marshall Human Resources Department.**

**The Marshall Fire Department Hiring Process will include all of the following events. Applicants must pass all events in order to be considered for employment:**

**1. Written Exam** February 24, 2024 9:00 AM

Central Fire Station  
601 South Grove Street  
Marshall, Texas 75670

**\*\*Doors open at 8:00 AM. Candidates will not be admitted into the test site after 9:00 AM\*\***

**2. Physical Ability Test** February 24, 2024 12:00 PM

East Texas Baptist University  
Ornelas Stadium  
1100 Van Zandt Avenue  
Marshall, Texas 75670

**\*\*Only those candidates who obtain a passing grade of 70 or above on the Written Exam will be allowed to take the Physical Ability Test\*\***

**3. Background Investigation** Date to be determined

**4. Panel Interview** Date to be determined

**5. Fire Chief Interview** Date to be determined

**6. Drug Screen and Medical Physical\*\*** Date to be determined

**7. Psychological Assessment\*\*** Date to be determined

**\*\*A conditional job offer may be extended contingent on passing a drug screen, medical/physical assessment, and psychological assessment.**

#### **AN EQUAL OPPORTUNITY EMPLOYER**

The City of Marshall considers all applicants for employment without regard to race, color, ancestry, religious creed, gender, national origin, age, citizenship, marital status, disability, medical condition, pregnancy, genetic characteristics, status as a Vietnam-era or special disabled veteran, or any other legally protected status or characteristic in accordance with federal, state, and local laws. The City of Marshall also provides "reasonable accommodations" to qualified individuals with disabilities, in accordance with the American's with Disabilities Act and applicable state and local laws.

# MARSHALL FIRE DEPARTMENT

## Civil Service Examination – Firefighter



Written Exam:

**Saturday, February 24, 2024 – 9:00 AM**

**Central Fire Station**  
601 S. Grove Street  
Marshall, Texas 75670

Physical Ability Test:

**Saturday, February 24, 2024 – 12:00 PM**

**East Texas Baptist University**  
Ornelas Stadium  
1100 Van Zandt Avenue  
Marshall, Texas 75670

### REGISTRATION FORM

**Registration Deadline: February 21, 2024 – 5:00 PM**

All candidates interested in taking the Firefighter Civil Service Examination are required to register in person, or by mail to: Human Resources, 401 S. Alamo Blvd., Marshall, Texas 75670, or by email to [hall.christol@marshalltexas.net](mailto:hall.christol@marshalltexas.net)

***\*\*Hiring preference may be given to candidates who currently possess TDSHS EMT/Paramedic Certification\*\****

LAST NAME	
FIRST NAME	
MIDDLE NAME	
ADDRESS	
CITY, STATE, ZIP	
PHONE	
PHONE 2 (optional)	
EMAIL	
DATE OF BIRTH	

1. Do you hold current certification as a Firefighter through the Texas Commission on Fire Protection?

☐ Yes ☐ No

2. Do you hold current certification as an EMT or Paramedic through the Texas Department of State Health Services?

☐ EMT ☐ Paramedic ☐ Not Certified

3. Do you have a high school diploma or a GED?

☐ Diploma ☐ GED

Are you a veteran of the United States Armed Forces?

☐ Yes ☐ No

In order to receive 5 military service points added to a score of 70 or above, you must submit at the testing location a copy of your DD-214 showing at least 180 days of active service and an honorable discharge.

**MARSHALL FIRE DEPARTMENT**  
**Civil Service Examination – Firefighter**

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**DEMOGRAPHIC INFORMATION**

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The information below will only be used for recordkeeping, statistical purposes, and to comply with Equal Opportunity and Affirmative Action law, which helps to determine how effective our recruitment efforts are in reaching a broad cross-section of people in a recruitment effort.

Gender:      ☐ Male      ☐ Female

Age Group:    ☐ 18 - 20    ☐ 21 - 30    ☐ 31 - 35    ☐ 36 and over

Race:      ☐ White (not of Hispanic origin)      ☐ Asian/Pacific Islander  
              ☐ Black (not of Hispanic origin)      ☐ American Indian/Alaskan Native  
              ☐ Hispanic      ☐ Other (specify) \_\_\_\_\_

How did you hear about this Civil Service Exam?

- ☐ City of Marshall, Texas Website – [www.marshalltexas.net](http://www.marshalltexas.net)
- ☐ Social Media Site (specify) \_\_\_\_\_
- ☐ Texas Commission on Fire Protection Website
- ☐ Other Website \_\_\_\_\_
- ☐ Fire/ EMS Academy (specify) \_\_\_\_\_
- ☐ City Employee
- ☐ Friend
- ☐ Newspaper (specify) \_\_\_\_\_

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**RETURN BY MAIL  
OR IN PERSON:**

**City of Marshall Human Resources  
401 S. Alamo Boulevard  
Marshall, Texas 75670**

**Attention: Christol Hall**

**RETURN BY EMAIL:**      [hall.christol@marshalltexas.net](mailto:hall.christol@marshalltexas.net)

For more information or questions about the employment process, please call (903) 935-4425 or email  
[hall.christol@marshalltexas.net](mailto:hall.christol@marshalltexas.net)